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ABSTRACT

Guidelines for preparing year-end financial reports are provided for Alabama public university staff to insure that reporting formats produce comparable financial reports and to keep up with recent developments in college accounting and financial reporting. The public institutions comply with two publications issued by the American Institute of Certified Public Accountants (AICPA) and the National Association of College and University Business Officers (NACUBO). The following areas are discussed to provide clarification: allocations of unrestricted current funds balances, direct state appropriations to retirement systems, defining and reporting auxiliary enterprises, definition of capital assets, and interfunctional allocation of certain operating costs. NACUBO and AICPA allow more than one method of financial reporting to be used for the following instances: the fund groupings to be maintained, the valuation of investments and inventories, the combination of assets and liabilities of restricted and unrestricted current funds for reporting purposes, and accounting for construction in progress. Appended are five financial reporting statements: balance sheet; statement of changes in fund balances; statement of current funds revenues, expenditures, and other changes; schedule of investments; and schedule of long-term debt. (SW)

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**Financial Reporting
for Alabama
Public Universities**

ED274277

**Alabama Commission
on Higher Education**

HE 019 717



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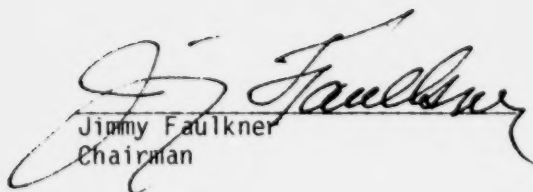
FINANCIAL REPORTING FOR ALABAMA
PUBLIC UNIVERSITIES

PREPARED BY
THE ALABAMA COMMISSION ON HIGHER EDUCATION
ONE COURT SQUARE
MONTGOMERY, ALABAMA

January, 1983

ALABAMA COMMISSION ON HIGHER EDUCATION

This manual and the appended formats are intended to provide guidance to the staffs of Alabama's public universities in the preparation of year-end financial reports. It was adopted by the Alabama Commission on Higher Education on August 13, 1982, and has been reviewed and approved by the Finance Department, the Legislative Fiscal Office, and the Chief Examiner of Public Accounts.


Jimmy Faulkner
Chairman

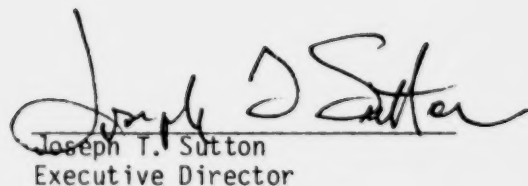

Joseph T. Sutton
Executive Director

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INTRODUCTION

This manual has been developed by The Alabama Commission on Higher Education with the assistance of representatives from institutions of public education in the state of Alabama. It is the hope of the commission and its staff that this cooperative effort has provided a manual that is both useful and workable by the institutions for reporting purposes.

The purpose of this manual is to provide reporting formats which will insure reasonably comparable year-end financial reports for public institutions of higher learning in Alabama and which will conform to most recent developments and changes in college and university accounting and financial reporting. It is not the purpose of this manual to rewrite existing accounting and financial reporting principles and procedures. Principles and practices contained herein are in compliance with the principles and procedures outlined in the American Institute of Certified Public Accountants publication, Audits of Colleges and Universities and College and University Business Administration published by the National Association of College and University Business officers in 1974 and up-dated in 1982. The principles and procedures contained in these publications should be adhered to by all Alabama public college and university business officers when preparing year-end financial reports for submission to the Alabama Commission on Higher Education.

It is also not the purpose of this manual to promulgate a uniform chart of accounts to be used by all public higher education institutions in Alabama. Instead, the aim is to provide comparable categories under which each

institution can report the financial activities of its organizational units. It is acknowledged that a uniform chart of accounts, if uniformly interpreted and completely followed, would provide greater comparability than will the method of reporting outlined in this manual. However, the rigidities of a system-wide chart of accounts, and the technical and procedural difficulties associated with converting each institution's accounting system to it appear to outweigh at this time the further comparability that such a chart would promote.

In adopting the principles and procedures set forth in the above cited publications the Commission does so with an awareness that, as in all such publications, certain statements and definitions need further clarification and, where alternative methods of reporting are allowed, a selection of the most appropriate method must be made. The remaining part of this text provides these clarifications and selections. In addition, a summary of the various statements and formats is included in the appendix.

CLARIFICATIONS OF COLLEGE AND UNIVERSITY BUSINESS ADMINISTRATION

There are five areas in College and University Business Administration which require additional comment and clarification.

These areas are:

1. Allocations of Unrestricted Current Funds Balances
2. Direct State Appropriations to Retirement Systems
3. Defining and reporting Auxiliary Enterprises
4. Definition of Capital Assets
5. Inter-Functional Allocation of Certain Operating Costs.

Each of these areas will be discussed in turn.

Allocations of Unrestricted Current Funds Balances

Each institution should sub-divide current funds balances by establishing an allocation for encumbrances equal to total outstanding purchase orders to be paid from current year funds as of the balance sheet date. Purchasing contracts represent commitments or encumbrance of institutional resources for which liabilities will be recognized when goods are delivered or services rendered. Since they represent a future demand on institutional resources, they should be disclosed.

The allocation for encumbrances is nondiscretionary, i.e., the institution utilizing current accounting practices will be required to present such allocations in the interest of full disclosure. The remainder of current funds balances are discretionary funds and can be designated for any legal purpose by the governing board. These balances are used in a variety of ways, including purchase of capital assets, balancing future year budgets, and meeting various contingencies. Often the governing board, in formal action, will allocate a portion of these remaining balances to a specific purpose.

To clarify and make institutional financial reports more comparable, a number of additional procedures have been adopted. If an institution wished to allocate all or a portion of its discretionary balances to the future purchase of capital assets, it should first seek approval through the appropriate budgetary process. Then rather than allocating a portion of the unrestricted current funds balances for the purchase of a particular capital asset, the governing board should authorize the institution to transfer the sum involved

to the unexpended plant funds sub-group of the plant funds group. If the amount is for renewals and replacements, the transfer should be made to funds for renewals and replacements. This process should be followed in every situation in which the board wishes to designate a portion of discretionary balances to the present or future purchase of capital assets.

Secondly, any other allocations of discretionary balances shall be reported under a caption of the same title. This caption, Discretionary Allocations, should be the sum of board designated contingency funds and other board designated balances. Finally, all remaining balances will be reported under the caption Unallocated. As this caption implies, this will constitute that portion of unrestricted current funds balances regarding which no official board action has been taken. The format for the presentation of this portion of the current funds balance sheet is illustrated on Exhibit A.

Direct State Appropriations to Retirement Systems

In defining the term "Governmental Appropriations," College and University Business Administration includes the following: "Amounts paid directly into a state or local retirement system by the appropriating government on behalf of the college or university should be recorded as revenue of the institution." Since the matching portion of social security and retirement for members of the teacher retirement system is appropriated in this fashion this statement is applicable to them. The amount to be reported for each institution should be the percent used by the retirement system actuary times the total salaries paid to applicable personnel for the reporting period plus the actual amount paid as employer contribution for social security. These expenditures

should be reported in the appropriate functional categories in the appropriate fund group, in the same manner as the related salaries and wages.

Defining and Reporting Auxiliary Enterprises

College and University Business Administration defines auxiliary enterprises as follows:

An auxiliary enterprise is an entity that exists to furnish goods or services to students, faculty, or staff, and that charges a fee directly related to, although not necessarily equal to, the cost of the goods or services. The general public incidentally may be served by some auxiliary enterprises.

Auxiliary enterprises usually include residence halls, food services, intercollegiate athletics (if essentially self-supporting), college unions, college stores, and such services as barber shops, beauty parlors, and movie theaters.

In reports furnished the Commission on Higher Education, institutions should follow this definition when classifying revenue and expenditures of auxiliary enterprises.

College and University Business Administration allows institutions the option of maintaining separate accounting entities for auxiliary enterprises as well as for hospitals. By maintaining separate accounting entities, it is possible for institutional administrators to better manage these activities. Each institution should follow this practice. When preparing a balance sheet, the assets, liabilities, and fund balances of auxiliary units are to be grouped and reported separately. Hospitals should be reported separately in the same fashion as auxiliaries.

Definitions of Capital Assets

In addition to amounts for salaries and operating expenses, institutions of higher education also expend funds for land, improvements to land, buildings, equipment, livestock, and library books. These items are examples of capital expenditures.

Colleges and University Business Administration defines capital assets as " . . . any physical resources that benefits a program for more than one year." That publication further states: "This general criteria for defining a capital asset are the relative significance of the amount expended and the useful life of the asset acquired, or in the case of repairs and alterations, the extent to which the useful life is extended." By including in the criteria "the relative significance of the amount expended," application of the term capital asset to pencil sharpeners and similar items is thus avoided. When classifying and reporting expenditures of current funds for capital assets, institutional business officers are to use the following definition: A capital asset is any physical resource that benefits a program for more than one year and costs in excess of 100 dollars. Stated another way, then, relative significance means an outlay greater than 100 dollars. This definition does not apply to library books or livestock.

When capitalizing assets for purposes of balance sheet presentation, all items that fall within the above definition must be capitalized. When replacement items are purchased, the cost of the replaced asset should be removed from the accounting records and the cost of the replacement recorded. Capital assets, including livestock, should be valued at cost. Library books should be capitalized and likewise valued and reported at cost.

Inter-Functional Allocation of Certain Operating Costs

In both current and past practice, institutions have employed a method or methods of recharging organizational units classified under one function with the cost of goods and services initially recorded under another function. Two kinds of instances have brought about this practice. In the first instance an organizational unit may provide various kinds of services to other organizational units within the institution. A system of chargebacks enables institutional administrators to establish some budgetary control over the use of such services by making the user department responsible for the cost.

In the second instance some institutions have established an account for what are really objects of expenditure, such as utilities and telephone service. For example, the cost of utilities might first be recorded under Maintenance and Operation of the Physical Plant and subsequently recharged to various units. Often, when reporting year-end financial results, institutions have reported only a net figure for accounts from which such chargebacks have been made. Such a procedure prevents inter-institutional cost comparisons of some goods and services.

To partially correct the first instance, each institution should use an accounting procedure which will adequately disclose credit amounts relating to rechargeable expenditures from one organizational unit to another, rather than crediting such amounts directly to the expenditure account involved.

In the second instance a contra account should also be used for each account so treated. In financial reports the contra account credit amount is to be listed immediately following the expenditure account to which it relates.

SELECTION OF ALTERNATIVE METHODS

In addition to the areas needing clarification as outlined in the preceding section, there are four instances for which NACUBO and the AICPA allow more than one method of financial reporting to be used. These are:

1. The Fund Groupings to be Maintained
2. The Valuation of Investments and Inventories
3. The Combination of Assets and Liabilities of Restricted and Unrestricted Current Funds for Reporting Purposes.
4. Accounting for Construction in Progress

Fund Groupings to be Maintained

There are six generally recognized and acceptable fund groups found in the accounting system of an educational institution. They are:

- Current Funds
- Loan Funds
- Endowment and Similar Funds
- Annuity and Life Income Funds
- Plant Funds
- Agency Funds

Public institutions of higher education in Alabama should maintain each of the appropriately listed funds for their activities. It is recognized that some institutions may not have need of all of the funds such as Endowment and Similar Funds or Annuity and Life Income Funds. Those institutions which have such items, however, should use the appropriate funds to account for them separately.

While a separate fund group is often used for agency funds (funds held by the institution for others, as custodian or fiscal agent), College and University Business Administration states: "When agency assets are immaterial in amount, the assets and liabilities may be reported as assets and liabilities of the current funds group and need not be accounted for in a separate fund group." Such practices should be followed by all of the Alabama reporting institutions.

Valuation of Investments and Inventories

College and University Business Administration provides for the valuation of investments at cost, or, in the case of gifts, fair market value, or appraised value as of the date of gift. As an alternative to this method, it also allows investments to be valued at their current market or fair value, "provided this basis is used for all investments in all funds." Until further clarification by the Financial Accounting Standards Boards, this alternative should not be used by Alabama institutions. Investments are to be valued at cost, or at fair market value or appraised value if the investment in question was received as a gift. The date of gift is to be used in establishing fair market value or appraised value of gifts.

Inventories should be valued using any method which is in accord with generally accepted accounting principles. For most situations, the method should be cost, unless there has been an impairment of value not considered to be temporary. Any changes in valuation methods should be disclosed in the footnote to the basic financial statements for the year when the change occurred. Market value should be indicated in the report either parenthetically or as a footnote.

Combination of Assets and Liabilities for Restricted and Unrestricted Current Funds for Reporting Purposes

For accounting and reporting purposes, the current funds group of accounts will be subdivided into two basic subgroups, unrestricted and restricted. In addition, separate accounting entities will be maintained as applicable in either of these two basic subgroups for auxiliary enterprises and hospitals. When reporting these two subgroups on the balance sheet, their assets, liabilities, and balances are listed separately. College and University Business Administration allows as a permissible alternative the combination of "... individual assets and liabilities, but not the fund balances," when preparing financial reports. Alabama institutions should not follow this practice. Assets, liabilities, and fund balances should be listed separately for unrestricted current funds and restricted funds as illustrated on Exhibit A.

Accounting for Construction in Progress

College and University Business Administration provides:

As funds are expended for construction, a control account for construction in progress should be maintained. All capital expenditures, together with related liabilities and fund balances, should be transferred to the Investment in Plant subgroup at each reporting date. Alternatively, the accounting for construction in progress may be maintained in the Unexpended Plant Funds, until completion of the project.

In accounting for construction in progress, each institution should follow the first of these alternatives, i.e., transfer capital expenditures and related liabilities and fund balances to the investment in plant subgroup of the plant funds group at each reporting date. There should be no construction in progress account reported in the unexpended plant fund as of the financial statement date.

REPORT FORMATS

Exhibits A, B, and C, and Schedules 1 and 2 of the Appendix illustrate the formats and the levels of detail to be provided by each senior institution in its annual financial report to the Finance Department and the Commission on Higher Education. Because each institution assembles financial data according to its own chart of accounts the items reported should be tailored to match the nomenclature and breakdown in use by the institution. The level of detail should match that indicated in the formats, however. If it is necessary for an institution to estimate the amount of an item because its accounting system does not yield this datum this fact should be noted.

The annual financial report should include a statement describing significant accounting policies and changes in accounting policy or procedures which have taken place in the reported year. Also, if the report has not been audited, or if disagreements exist between the auditor and the institution, these should be explained.

APPENDIX

Financial Reporting Statements

- Exhibit A - Balance Sheet
- Exhibit B - Statement of Changes in Fund Balances
- Exhibit C - Statement of Current Funds Revenues,
Expenditures, and Other Changes

- Schedule 1 - Schedule of Investments
- Schedule 2 - Schedule of Long-Term Debt

BALANCE SHEET

Exhibit A

September 30, 19__

with comparative figures at Sept. 30, 19__

ASSETS

Current Funds

	<u>Current Year</u>	<u>Prior Year</u>
Unrestricted General		
Petty cash	\$	\$
Cash on deposit		
Investments		
Certificates of deposit		
Treasury bills		
Other investments (detail)		
Accounts receivable, less allowance of \$____ current year and \$____ prior year. . . .		
Inventories, at lower of cost (first-in, first-out) or market		
Prepaid expenses and deferred charges. . . .		
Total General	\$	\$

Auxiliary Enterprises

Due from other funds	\$	\$
Certificates of deposit		
Accounts receivable		
Inventories		
Deferred charges		
Total Auxiliary Enterprises	\$	\$
Total Unrestricted	\$	\$

LIABILITIES AND FUND BALANCES

Current Funds

	<u>Current Year</u>	<u>Prior Year</u>
Unrestricted General		
Accounts payable	\$	\$
Accrued liabilities		
Students' deposits		
Due to other funds		
Deferred credits		
Total liabilities	\$	\$
Fund balance		
Non-discretionary allocations	\$	\$
Allocation for encumbrances		
Discretionary allocations		
(detail)		
Unallocated		
Total fund balance	\$	\$
Total General	\$	\$

Auxiliary Enterprises

Deferred revenues	\$	\$
Accounts payable		
Total liabilities	\$	\$
Fund balance		
Non-discretionary allocations	\$	\$
Allocation for working capital		
Allocation for encumbrances		
Discretionary allocations (detail)		
Unallocated		
Total fund balance		
Total Auxiliary Enterprises	\$	\$
Total Unrestricted	\$	\$

ASSETS (cont'd)

LIABILITIES AND FUND BALANCES (cont'd)

Current Funds (cont.)		Current Year	Prior Year	Current Funds (cont'd)		Current Year	Prior Year
Restricted				Restricted			
Petty Cash	\$		\$	Accounts payable	\$		\$
Cash on Deposit.				Fund balances	\$		\$
Investments							
Certificates of Deposits							
Treasury Bills							
Other Investments (detail)							
Accounts Receivable, less allowance of							
both years							
Unbilled Charges							
Total Restricted	\$		\$	Total Restricted	\$		\$
Total Current Funds.	\$		\$	Total Current Funds	\$		\$
Loan Funds				Loan Funds			
Cash on Hand	\$		\$	Fund Balances			
Cash on Deposit.				U. S. Government grant refundable	\$		\$
Investments				University Funds.			
Certificates of Deposit.				Restricted			
Treasury Bills.				Unrestricted			
Other Investments (detail)							
Loans to students, faculty, and staff, less							
allowance of \$ _____ current year and							
\$ _____ prior year							
Due from other funds				Total Loan Funds.	\$		\$
Total Loan Funds	\$		\$				
Endowment and Similar Funds				Endowment and Similar Funds			
Cash on hand	\$		\$	Fund Balance			
Cash on Deposit.				Endowment	\$		\$
Investments				Term Endowment			
Bonds				Quasi-Endowment-Unrestricted			
Stocks.				Quasi-Endowment-Restricted			
Other (detail).							
Total Endowment and Similar Funds	\$		\$	Total Endowment and Similar Funds.	\$		\$

ASSETS (cont'd)

LIABILITIES AND FUND BALANCES (cont'd)

	Current Year	Prior Year		Current Year	Prior Year
<u>Life Income Funds</u>			<u>Life Income Funds</u>		
Cash on Hand	\$	\$	Income Payable	\$	\$
Cash on Deposit			Fund Balances	\$	\$
Investments					
Bonds					
Stocks					
Other (detail)					
Total Life Income Funds	\$	\$	Total Life Income Funds	\$	\$
<u>Plant Funds</u>			<u>Plant Funds</u>		
<u>Unexpended</u>			<u>Unexpended</u>		
Cash on Hand	\$	\$	Accounts Payable	\$	\$
Cash on Deposit			Notes Payable		
Deposits with State Treasurer			Bonds Payable		
Investments			Fund Balances		
Certificates of Deposit			Restricted		
Other (Detail)			Unrestricted		
Due from other funds					
Total Unexpended	\$	\$	Total Unexpended	\$	\$
<u>Renewals and Replacements</u>			<u>Renewals and Replacements</u>		
Cash on Hand	\$	\$	Fund Balances		
Cash on Deposit			Restricted	\$	\$
Investments			Unrestricted		
Certificates of Deposit					
Other (detail)					
Deposits with Trustees					
Due from other funds					
Total Renewals and Replacements	\$	\$	Total Renewals and Replacements	\$	\$

ASSETS (cont'd)

LIABILITIES AND FUND BALANCES (cont'd)

	Current Year	Prior Year
<u>Retirement of Indebtedness</u>		
Cash on Hand	\$	\$
Cash on Deposit		
Deposits with Trustees		
Investments		
Certificates of Deposit		
Other (Detail)		
Total Retirement of Indebtedness	\$	\$
<u>Investment in Plant</u>		
Land	\$	\$
Improvements other than Buildings		
Buildings		
Equipment		
Library Books		
Livestock		
Total Investment in Plant	\$	\$
Total Plant Funds	\$	\$
<u>Agency Funds</u>		
Cash on Hand	\$	\$
Cash on Deposit		
Investments		
Certificates of Deposit		
Other (detail)		
Total Agency Funds	\$	\$

	Current Year	Prior Year
<u>Retirement of Indebtedness</u>		
Fund Balances		
Restricted	\$	\$
Unrestricted		
Total Retirement of Indebtedness	\$	\$
<u>Investment in Plant</u>		
Notes Payable	\$	\$
Bonds Payable		
Mortgage Payable		
Net Investment in Plant		
Total Investment in Plant	\$	\$
Total Plant Funds	\$	\$
<u>Agency Funds</u>		
Deposits held in custody for others	\$	\$
Total Agency Funds	\$	\$

See accompanying summary of significant Accounting Policies and Notes to Financial Statements.

STATEMENT OF CHANGES IN FUND BALANCES
Year Ended September 30, 19__

Exhibit B

	Current Funds		Loan Funds	Endowment and Similar Funds	Life Income Funds	Plant Funds			
	Unrestricted	Restricted				Unexpended	Renewals and Replacements	Retirement of Indebtedness	Investment In Plant
<u>REVENUES AND OTHER ADDITIONS</u>									
Unrestricted current fund revenues	\$	\$	\$	\$	\$	\$	\$	\$	\$
Auxiliary enterprise revenues									
Expired term endowment-restricted									
State appropriations-restricted									
Federal grants and contracts-restricted									
Investment income-restricted									
Realized gains on investments-unrestricted									
Realized gains on investments-restricted									
Interest on loans receivable									
U.S. Government advances									
Expended for plant facilities (including \$_____ charged to current funds expenditures)									
Retirement of Indebtedness									
Accrued interest on sale of bonds									
Matured life income restricted to									
Other (detail)									
<u>Total Revenues and Other Additions</u>	\$	\$	\$	\$	\$	\$	\$	\$	\$

	Current Funds		Loan Funds	Endowment and Similar Funds	Life Income Funds	Plant Funds			
	Unrestricted	Restricted				Unexpended	Renewals and Replacements	Retirement of Indebtedness	Investment In Plant
<u>EXPENDITURES AND OTHER DEDUCTIONS</u>									
Educational and general expenditures	\$	\$	\$	\$	\$	\$	\$	\$	\$
Auxiliary enterprises expenditures									
Indirect costs recovered									
Refunded to grantors									
Loan cancellations and write-offs									
Administrative and collection costs									
Expended for plant facilities (including noncapitalized expenditures of \$_____)									
Retirement of Indebtedness									
Interest on Indebtedness									
Disposal of plant facilities									
Expired term endowments (\$_____ unrestricted, \$_____ restricted to _____)									
Matured life income funds restricted to _____									
Other (detail)									
Total Expenditures and Other Deductions	\$	\$	\$	\$	\$	\$	\$	\$	\$

	Current Funds		Loan Funds	Endowment and Similar Funds	Life Income Funds	Plant Funds			
	Unrestricted	Restricted				Unexpended	Renewals and Replacements	Retirement of Indebtedness	Investment In Plant
<u>TRANSFERS AMONG FUNDS-ADDITIONS/(DEDUCTIONS)</u>									
Mandatory:	\$	\$	\$	\$	\$	\$	\$	\$	\$
Principal and Interest									
Renewals and replacements									
Loan fund matching grant									
Nonmandatory Transfers									
Total Transfers	\$	\$	\$	\$	\$	\$	\$	\$	\$
Net Increase/(Decrease) for the Year	\$	\$	\$	\$	\$	\$	\$	\$	\$
Fund Balance at beginning of Year	\$	\$	\$	\$	\$	\$	\$	\$	\$
Fund Balance at end of Year	\$	\$	\$	\$	\$	\$	\$	\$	\$

STATEMENT OF CURRENT FUNDS REVENUES, EXPENDITURES, AND OTHER CHANGES

Year Ended September 30, 19__

	Current Year			Prior
	Unrestricted	Restricted	Total	Year Total
<u>REVENUES</u>				
Educational and General:				
Tuition and Fees	\$	\$	\$	\$
Federal appropriations				
State appropriations - ASETF				
" - Other				
Local appropriations				
Federal grants and contracts				
State grants and contracts				
Local grants and contracts				
Private gifts, grants, and contracts				
Endowment income				
Sales and services of educational activities				
Expired term endowment				
Other sources (if any)				
Total - Educational and General	\$	\$	\$	\$
Auxiliary Enterprises:				
Student Fees	\$	\$	\$	\$
Sales and Services				
State appropriations				
Other sources				
Total - Auxiliary Enterprises	\$	\$	\$	\$
Hospitals:				
Patient Revenues	\$	\$	\$	\$
State Appropriations				
Other Sources				
Total - Hospitals	\$	\$	\$	\$
Total - Revenues	\$	\$	\$	\$
<u>EXPENDITURES AND TRANSFERS</u>				
Educational and General:	\$	\$	\$	\$
Instruction				
Research				
Public service				
Academic Support				
Student services				
Institutional support				
Operation and maintenance of plant				
Scholarships and fellowships				
Educational and General Expenditures	\$	\$	\$	\$

	Current Year			Prior
	Unrestricted	Restricted	Total	Year Total
<u>EXPENDITURES AND TRANSFERS (cont'd)</u>				
Mandatory Transfers for:	\$	\$	\$	\$
Principal and interest				
Renewals and replacements				
Loan fund matching grant				
Nonmandatory transfers for:				
(Detail)				
Total Educational and General	\$	\$	\$	\$
Auxiliary Enterprises:	\$	\$	\$	\$
Expenditures				
Mandatory transfers for:				
Principal and interest				
Renewals and replacements				
Nonmandatory transfers for:				
(Detail)				
Total Auxiliary Enterprises	\$	\$	\$	\$
Hospitals:				
Expenditures	\$	\$	\$	\$
Mandatory transfers for:				
Principal and interest				
Renewals and replacements				
Nonmandatory transfers for:				
(Detail)				
Total Hospitals	\$	\$	\$	\$
Total Expenditures and Transfers	\$	\$	\$	\$
<u>OTHER TRANSFERS AND ADDITIONS/(DEDUCTIONS)</u>				
Excess of restricted receipts over transfers to revenues	\$	\$	\$	\$
Refunded to grantors				
Indirect cost recovery				
Unrestricted gifts allocated to other funds				
Portion of quasi-endowment gains appropriated				
Net increase in fund balances	\$	\$	\$	\$

for the Year Ended Sept. 30, 19__

FUND: ★

*Totals Should Agree with Amount Shown for Investments by Funds. For pooled funds, show single figure by fund.

Schedule 2
SCHEDULE OF LONG-TERM DEBT

for the Year Ended Sept. 30, 19__

FUND: _____ *

<u>Type of Debt</u> (Bond, Loan, Other)	<u>Date Incurred</u>	<u>Maturity Date</u>	<u>Rate</u>	<u>Amount</u>
--	----------------------	----------------------	-------------	---------------

*Totals Should Agree with Amount Shown as Long-term Debt by Fund.